BOARD MEETING MINUTES

MISSISSIPPI DEPARTMENT OF INFORMATION TECHNOLOGY SERVICES

January 16, 2014

The Mississippi Department of Information Technology Services Board met in the Board Room of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, January 16, 2014, at 11:30 a.m.

Members Present:

Rodney Pearson, Chairman

D. Shane Loper

J. Keith Van Camp

Thomas A. Wicker

Legislative Advisors Not Present:

Representative Gary V. Staples

Senator Sampson Jackson, II

Staff Members Present:

Craig Orgeron, ITS Executive Director

Michele Blocker, ITS Chief Administrative Officer

Roger Graves, ITS Chief Operations Officer

Lynn Ainsworth, Information Systems Services (ISS) Division Director

Steven Walker, Telecomm Services Division Director

Laura Pentecost, Data Services Division Director

David Johnson, Internal Services Division Director

Jay White, Information Security Division Director

Donna Nead Rogers, Special Assistant Attorney General

Drew Schimmel, Special Assistant Attorney General

Tina Wilkins, ISS Procurement Process Specialist

Renee Murray, ISS Technology Consultant

Tangela Harrion, ISS Technology Consultant

Anthony Hardaway, ISS Technology Consultant

Paula Conn, ISS Technology Consultant

Patti Irgens, ISS Technology Consultant

Debra Spell, ISS Technology Consultant

Kenny Wilson, ISS Technology Consultant

Jill Chastant, ISS Technology Consultant

Debra Brown, IT Planning Coordinator

Caren Brister, Strategic Communications

AliceClaire Thompson, Strategic Communications

Gina Sullivan, Internal Services Division

Leslie Swilley, Internal Services Division

Jerry Guillory, Data Services Division

Ravaughn Robinson, Emerging Technology Coordinator

Gary LeBlanc, Infrastructure Planning Architect

Others Present:

Chris Christmas, Mississippi Department of Human Services

Mark Allen, Mississippi Department of Human Services

Valeria O'Neal, Mississippi Department of Human Services

Jackie Surrell, Mississippi Department of Human Services

Claudia Garrett, Mississippi Department of Public Safety

Tom Lariviere, Mississippi Wireless Communication Commission

Tim Ross, Presidio

Jennifer Hinman, CSpire

Karen Newman, The Clay Firm

Bertram Jenkins, Logista

Mary Tucker, BCI

Scott Cook, AT&T

Mike Kling, Cisco

Ken Guidry, BCS

Tommy Sheppard, Jones Walker

Mike Latino, HP

Leigh Moore, HP

Rich Benson, HP Networking

Chris Hampton, GDH

Mark McLemore, EMC

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Rodney Pearson called the meeting to order and asked guests to introduce themselves.

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Agenda Item No. 1:   Rodney Pearson directed the Board's attention to the first agenda item, approval of the minutes from the ITS Board Meeting on December 13, 2013.

On motion by Shane Loper and second by Tom Wicker that the minutes of the December 13, 2013 meeting be approved as written:

Motion carried; unanimously.

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Agenda Item No. 2:   Renée Murray, and Chris Christmas, Bureau Director II presented an

overview and request to issue RFP No. 3747-40987 for the acquisition of a document/content management solution for the Division of Field Operations and the Division of Family and Children's Services for the MISSISSIPPI DEPARTMENT OF HUMAN SERVICES (MDHS). The staffs of ITS and MDHS jointly request approval to advertise and publish RFP No. 3747-40987 for the acquisition of a document/content management solution for MDHS.

On motion by Tom Wicker and second by Keith Van Camp that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 3:   Withdrawn

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Agenda Item No. 4:   Jill Chastant and Claudia Garrett presented Project No. 41035, requesting approval for the sole-source acquisition of maintenance and services for the Commercial Driver License Information System (CDLIS) from American Association of Motor Vehicle Administrators for the MISSISSIPPI DEPARTMENT OF PUBLIC SAFETY (MDPS). The staffs of ITS and MDPS jointly recommend approval of the continuation of American Association of Motor Vehicle Administrators as the sole-source provider of maintenance and services for the Commercial Driver License Information System (CDLIS), at a total 6-year lifecycle cost of $1,714,591.34.

On motion by Tom Wicker and second by Shane Loper that the staff recommendation be approved:

Motion carried; unanimously.

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Agenda Item No. 5:   Michele Blocker presented the FY13 Annual Report. The staff of ITS recommends approval to publish the FY13 Annual Report.

On motion by Tom Wicker and second by Shane Loper that the staff recommendation be

approved:

Motion carried; unanimously.

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Agenda Item No. 6:   Roger Graves presented the 2013-2014 State of Mississippi Infrastructure and Architecture Plan. The staff of ITS recommends approval to publish the 2013-2014 State of Mississippi Infrastructure and Architecture Plan.

On motion by Keith Van Camp and second by Shane Loper that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 7 regarding IT Consulting Services Reports for July 1, 2013 through December 31, 2013. The staff of ITS requests approval to report contracts with PERS retirees in excess of $20,000.00 to the Chairmen and Members of the Senate and House Appropriations Committees in compliance with Mississippi Code 27-104-17.

On motion by Tom Wicker and second by Shane Loper that the staff recommendation be approved:

Motion carried; unanimously.

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The Board acknowledged Agenda Item No. 8 regarding the summary of equipment, software and services, exemptions and sole source procurements approved by the ITS Executive Director.

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Unscheduled Agenda Item: Rodney Pearson directed the Board's attention to the need for nomination of a Vice-Chairman to begin serving immediately, in reaction to the resignation of Lynn Patrick from the ITS Board effective December 31, 2013.

On motion by Keith Van Camp and second by Rodney Pearson that Tom Wicker serve as Vice-

Chairman of the ITS Board, effective immediately through June 30, 2014:

Motion carried; unanimously, with Tom Wicker abstaining from the vote.

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The Board discussed Agenda Item No. 9 regarding verification of quorum for next ITS Board Meeting scheduled for Thursday, February 20, 2014, including setting the start time for future meetings back to 11:00 am.

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On motion by Shane Loper and second by Keith Van Camp that the following per diem and expenses be approved:

Keith Van Camp - per diem and expenses for 1 day;

Board Meeting, January 16, 2014.

Shane Loper - per diem and expenses for 1 day;

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Rodney Pearson - per diem and expenses for 1 day;

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Tom Wicker - per diem and expenses for 1 day;

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Motion carried; unanimously.

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There being no further business, the meeting was adjourned by Rodney Pearson.

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The Mississippi Department of Information Technology Services Board reconvened in Conference Room 106 of the ITS Office Building, 3771 Eastwood Drive, Jackson, Mississippi 39211, on Thursday, January 16, 2014, immediately following the conclusion of the regularly scheduled monthly meeting.

Members Present:

    Rodney Pearson, Chairman

    Thomas A. Wicker, Vice-Chairman

    D. Shane Loper

    J. Keith Van Camp

Legislative Advisors Not Present:

    Representative Gary V. Staples

    Senator Sampson Jackson, II
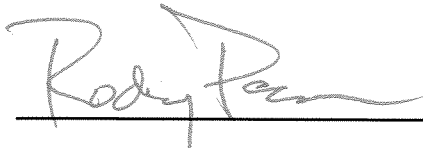

Staff Members Present:

    Craig Orgeron, ITS Executive Director

    Michele Blocker, ITS Chief Administrative Officer

    Roger Graves, ITS Chief Operations Officer

    Lynn Ainsworth, Information Systems Services (ISS) Division Director

    David Johnson, Internal Services Division Director

Others Present:

    Vicki Helfrich, Mississippi Wireless Communications Commission

    Robert Latham, Mississippi Emergency Management Agency

    Jasper Welch, Mississippi Emergency Management Agency

    Tom Lariviere, Mississippi Wireless Communications Commission

    Bill Buffington, G. S. Holdings

    Thomas McElroy, Mississippi Governor's Office

                      January 16, 2014

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Rodney Pearson called the meeting to order and directed the Board's attention to the topic of the meeting, a WCC planning session.

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There being no further business, the meeting was adjourned by Rodney Pearson.

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Rodney Pearson, Chairman   Tom Wicker, Vice-Chairman